

Chief, Supply Branch

23 January 1950

Chief, Services Division

Application of Procurement Procedures Set Forth in
Administrative Instruction No. 40-21 [REDACTED]

25X1A7b

25X1A7b

1. The following is quoted from a report of a field trip
to the [REDACTED] installation at [REDACTED], by Mr. [REDACTED], 25X1A9a
Audit Group, during the month of December 1949:

25X1A6a

"Services rendered by Services Division (AS) have been
adequate and satisfactory. However, attention is called
to improvement in expediting procurement of small
property and office supplies by placing this station
under Administrative Instruction 40-21, dated 24 June
1949. It was noted in visiting [REDACTED]
Offices that said instructions were satisfactory for
local procurement through the Bureau of Federal Supply.
In view of the size and functions of this station, it
appears that same has as great or greater need for
local procurement as [REDACTED]
Therefore, it is recommended that this situation be
reviewed by proper officials and appropriate action
be taken."

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25X1A8a

2. This information is forwarded to you for consideration in
connection with the writing of the Supply part of the CIA Regulations
Manual on which you are presently working.

Signed

[REDACTED] 25X1A9a

MEM:rs

cc: MIM Chrono
MIM 40 Series ✓ (40-21)
MIM Supply File
min [REDACTED] file

25X1A7b

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NO CHANGE in Class. ☒
☐ DECLASSIFIED
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